

EXCHANGE & RETURNS FORM

YOUR ORDER SUMMERY

ORDER DATE:	ORDER NUMBER
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BELLABARISTA
Nene Court, The Embankment
Wellingborough, Northants, NN8 1LD

01933 273275

contact@bellabarista.co.uk



QTY	SKU CODE	PRODUCT DESCRIPTION	REFUND	EXCHANGE	REPLACEMENT DESCRIPTION	REASON CODE/DESCRIPTION

EXCHANGE AND RETURNS NOTE:

If you need something returning, simply fill in the form and send it back to us with the item/s in their original condition. Please follow the steps below within 14 days of receiving your delivery:-

1. Fill out the products in the table above and tick whether you would like a refund or exchange.
2. We are only able to exchange items where different size/colour/make is requested. You can place a new order if alternative items are required and return the original item for refund.
3. Please select one of the reason codes against your return. If you have received an incorrect item, please mark exchange if you still require the original item.
4. Send the goods back to us including this form. Please note that you are responsible for your own postage costs, you will be credited if the error is ours or items are faulty.
5. We will process the goods upon their return. Please note we allow up to 10 days for the process of refunds.

REASON CODES

1- FAULTY, PLEASE GIVE A DESCRIPTION OF FAULT

2- INCORRECT ITEM RECEIVED

3- WRONG ITEM/SIZE ORDERED

4- OTHER, PLEASE SPECIFY